

**RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, September 11, 2018**

Chair of the Board, Donna Winkler called the meeting to order at 8:15 a.m. with the following Board members present: Gary Brown and Dan Kline. Staff present include: Deputy Director, Jayne Kraemer; Deputy Director, Tracy Heitsch; Accounting and Administration Manager, Jarrett Breuninger; and Administrative Assistant, Sandra Arnold. Liaisons present include: None. Others present include: Assistant City Attorney, Jess Rogers, and Central States Fair representative, Dan Warren. Board member, Jennifer Landguth entered later in the meeting.

After review of the meeting agenda motion was made by Brown and seconded by Kline **to approve the agenda as presented.** Upon vote being taken, the motion carried unanimously.

General Public Comment

Warren stated this year's Central States Fair surpassed last year's record-setting fair. The stalling barn project will be moving forward soon.

Minutes

Motion was made by Brown and seconded by Winkler **to approve the minutes of August 28, 2018, meeting as presented.** Upon vote being taken, the motion carried unanimously.

Bill List

The 2018 Bill List for August 14 was audited.

ACE HARDWARE-WEST	29.98
ALSCO INC	59.67
ARAMARK	3188.45
ARMSTRONG EXTINGUISHER SVC. INC.	334.36
ATHLETICA/SPORT SYSTEMS UNLIMITED	1032.60
BLACK HILLS DOOR SYSTEMS	227.04
CASH-WA DISTRIBUTING COMPANY	1491.10
CHEXCEL	25.00
CHRIS SUPPLY COMPANY INC	239.06
DIAMOND VOGEL PAINT CTR	1083.65
EDDIES TRUCK SALES & SERVICE	54.07
EVERGREEN OFFICE PRODUCTS INC	44.95
FOOD SERVICES OF AMERICA	913.52
G&H DISTRIBUTING INC.	69.83
KNECHT HOME CENTER	143.68
LOWE'S	941.30
MENARDS	93.31
MONKEY WRENCH PRODUCTIONS LLC	15.50
MUTH ELECTRIC INC.	307982.78
NORCOSTCO INC.	18338.00
NORTH CENTRAL SUPPLY INC	660.00
PACIFIC STEEL & RECYCLING INC	97.29
PETERSEN MANUFACTURING CO INC	201.00
PRAIRIE AUTO PARTS	49.02
PURCHASE POWER/PITNEY BOWES	32.58
RAPID CITY JOURNAL - ADVERTISING	148.82
RDO EQUIPMENT CO	21.38
SAFEWAY INC	68.93
SAM'S CLUB	900.31
SERVALL UNIFORM/LINEN CO INC	67.84
SUMMIT SIGNS & SUPPLY INC	207.50
TIME EQUIP. RENTAL & SALES INC.	119.00
UNITED PARCEL SERVICE INC	81.70
WALMART COMMUNITY	213.01
WESTERN COMMUNICATIONS INC	792.70
WESTERN STATIONERS	20.70

Motion was made by Brown and seconded by Kline and carried **to authorize the Finance Officer to issue warrants or treasurers checks, drawn on proper funds, in payment thereof.**

Executive Director's Update

Kraemer gave a brief update on the new construction meetings and the topics currently being discussed. Next meeting will be on September 20 to finalize schematic design so estimates can be done by the construction manager. Kraemer stated a press release was put out to inform citizens of the design and operations committees being put together and how to apply. Also, a new "Amped Up" newsletter was distributed via email and posted on the Civic Center's website to serve as a public update on the expansion project.

Kraemer gave an overview of events from last week and for upcoming weeks.

Landguth entered the meeting.

Miscellaneous:

1) Rushmore Hall Change Orders

Heitsch handed out a summary of the Rushmore Hall projected costs which include five change orders. The project is not completely finished as there are a few more punch list items to complete. Once all items are done and final numbers come in then change orders will be issued.

2) Interdepartmental Charges

Heitsch handed out a spreadsheet showing the details of interdepartmental charges for 2017 and projected 2018 through 2022, along with PILT. Heitsch explained the approved budgeted amount for 2019 is different than the projected amount the City is now listing in the budget presentation. After discussions with the Mayor, Budget Analyst, and the Finance Director, the Mayor came back with a revised amount of \$74,767. This creates an unbalanced 2019 Budget for the Civic Center, in the deficit amount of nearly \$5,000. Heitsch stated the staff will work hard to make up the difference. The Board acknowledged the change to the interdepartmental charges and PILT for the 2019 budget.

There being no further business, motion was made by Kline and seconded by Brown **to adjourn the meeting.** Upon vote being taken, the motion carried unanimously. The meeting adjourned at 9:12 a.m.

I certify a true and accurate accounting of the minutes of the meeting.

Sandra Arnold, Administrative Assistant

Date